

1. THIS REQUEST MUST BE ACCEPTED ON A DIRECT CITATION BASIS ONLY AND IS SUBJECT TO THE CONDI-										2. DOCUMENT NUMBER		
3. REFERENCE NUMBER			4. FUNDS EXPIRE ON		5. DMS RATING		6. PRIORITY		7. DATE REQUIRED		8. AMENDMENT NO.	
9. FROM								10. FOR DETAILS CONTACT:				
11. TO:  UIC								12. MAIL INVOICES TO:				
13. ACCOUNTING DATA TO BE CITED ON RESULTING CONTRACTS												
A.	B. APPROPRIA-	C. SUB-	D. OBJ.	E. BU.	F.	G. AAA	H.	I. PAA	J. COST CODE	K.	AMOUNT	
14. AMOUNTS WILL NOT BE EXCEEDED IN THE OBLIGATION DOCUMENT								L. TOTAL THIS DOCUMENT				
								M. CUMULATIVE TOTAL				
15. PROCUREMENT BY CONTRACT OF THE FOLLOWING ITEMS IS REQUESTED THESE ITEMS <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT INCLUDED IN THE INTERSERVICE SUPPLY SUPPORT PROGRAM AND REQUIRED INTERSERVICE SCREENING <input type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN ACCOMPLISHED												
A.	B.ITEM	C.	D. DESCRIPTION					E.	F.	G. ESTIMATED	H. ESTIMATED	
16. SEE ATTACHED PAGES FOR DELIVERY SCHEDULES, PRESERVATION AND PACKAGING INSTRUCTIONS, SHIPPING INSTRUCTIONS AND INSTRUCTIONS FOR DISTRIBUTION OF CONTRACTS AND RELATED DOCUMENTS.										I. GRAND TOTAL		
17. TRANSPORTATION ALLOTMENT (Used if FOB Contractor's plant)												
18. I CERTIFY THAT THE FUNDS CITED ARE PROPERLY CHARGEABLE FOR ITEMS REQUESTED.				AUTHORIZING OFFICIAL (NAME, TITLE AND SIGNATURE)						DATE		
19. THIS REQUEST IS ACCEPTED AND THE ITEMS WILL BE PROVIDED IN ACCORDANCE HEREWITH.				ACCEPTING OFFICIAL (NAME, TITLE AND SIGNATURE)						DATE		

**CONDITIONS/INSTRUCTIONS GOVERNING THE USE OF THIS FORM  
AND THE ACCEPTANCE OF THIS REQUEST**

**CONDITIONS/INSTRUCTIONS GOVERNING USE OF THIS FORM:**

This form will only be used for requesting contractual procurement or local purchase of material or services. This form will not be used for requesting work and/or services or for requisitioning material from existing Government stocks.

Note: Requests for work and/or services will be accomplished through the use of Order for Work and Services, NAVCOMPT FORM 2275 (8-81).

Request for standard and/or non-standard stock available within the U.S. Government will be accomplished through the use of the DOD Single Line Item Requisition System Documents (DD Form 1348 and/or 1348-6, as appropriate).

**CONDITIONS/INSTRUCTIONS GOVERNING THE ACCEPTANCE OF THIS REQUEST:**

1. Written acceptance of this request is required and will be accomplished by completing Block 19 on one copy of this request and returning it to the requesting activity cited in Block 9. Acceptance must be on a direct citation basis only.

2. Amounts authorized by this document have been reserved and / or committed by the requesting activity and will be obligated upon receipt of contracts or purchase or delivery orders awarded.

3. Amounts authorized by this document may not be exceeded. Additional funds, if required, will be requested from the activity cited in Block 9. Approval of such requests will be accomplished by the requesting activity through the issuance of an amendment to this document, appropriately reflecting the amount of additional funds being provided. The grand total cited in Block M constitutes a 3679, R.S. limitation when the purchasing office or contracting activity is a separate entity not under the immediate supervision of the commanding officer issuing the request.

4. Resulting obligation documents must be executed by the activity cited in Block 11 by the date indicated in Block 4. Such documents must include the document number cited in Block 2.

5. A complete copy of each executed obligation document resulting from this request must be forwarded to the activity cited in Block 9.